



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
CHERRY POINT, NC 28533-5010

IN REPLY REFER TO  
AirStaO 3715.1  
1AOP

**23 AUG 1999**

AIR STATION ORDER 3715.1

From: Commanding General  
To: Distribution List

Subj: FOREIGN OBJECT DAMAGE (FOD) PREVENTION PROGRAM

Ref: (a) OPNAVINST 3750.64

Encl: (1) General FOD Regulations Aboard MCAS Cherry Point  
(2) Airfield Pavement Sweeping Schedule

1. Purpose. To establish a Foreign Object Damage (FOD) Prevention Program aboard MCAS Cherry Point per the reference. The goal is to identify, correct and eliminate FOD hazards which could be causal factors resulting in damage to aircraft and aviation support equipment.

2. Cancellation. AirStaO 11132.1F.

3. Discussion. To accomplish the MCAS Cherry Point mission, safely and with minimal financial impact, MCAS Cherry Point and all tenant activities must control the migration of FOD. FOD is damage caused by ingestion, impact or simple location of objects in aeronautical equipment rendering systems or equipment unable or unsafe for operation. FOD is also the term commonly used to describe objects which may cause or have actually caused damage. FOD is the leading cause of premature removal of jet engines in Marine Corps aircraft. FOD consumes maintenance funds, requires excessive maintenance man-hours, increases workloads, and results in critical shortages of engines. Controlling this costly hazard requires an awareness of the problem by all personnel, particularly those involved in aircraft maintenance and operations. Each individual working aboard MCAS Cherry Point, military or civilian, has a responsibility to assist in preventing FOD. This order establishes guidelines for the effective management of a FOD prevention program, and a structure for reporting FOD incidents and other data to enable command echelons to monitor trends and properly allocate resources.

4. Action. MCAS Cherry Point Airfield Operations is responsible for the FOD Prevention Program. All personnel involved in operations aboard the airfield at MCAS Cherry Point, to include the 2d MAW, Naval Aviation Depot deployed transient units to the airfield, and contract personnel performing work on the airfield will comply with the provisions of this order. Enclosure (1) provides basic regulations concerning FOD control aboard MCAS Cherry Point.

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5. FOD Prevention Policy. It is the responsibility of all military personnel, civilians and contractor employees working aboard MCAS Cherry Point to ensure FOD prevention is practiced during all aspects of maintenance, flight operations, and supporting functions. All personnel are responsible for maintaining good housekeeping practices in and around hangars, ramps, aprons, taxiways, helipads and runways.

6. FOD Control Program Objectives. The objective of the MCAS Cherry Point FOD Prevention Program is to provide a safe flying environment, provide statistical information regarding debris that has been recovered from the Airfield Operating Area (AOA), determine and implement procedures that minimize the introduction of FOD in the AOA, and implement a maintenance management system for the AOA. The Airfield Operating Area is that area on the ground aboard MCAS Cherry Point in which both aircraft, support equipment and motor vehicles share common operating space. Painted roadways on the aircraft parking area adjacent hangars and from gate 9 to the Airfield Operations building are not considered a part of the AOA. Aircraft will only transit these areas by being towed. The MCAS Cherry Point FOD Control Program consists of the following areas as they apply to operations within the confines of the airfield:

- a. Maintenance.
- b. Vehicular Access.
- c. FOD walks.
- d. Pavement Sweeping.
- e. Record keeping

7. Maintenance

a. Flight operations and weather conditions contribute daily to pavement deterioration in the AOA. Anyone observing pavement deterioration will immediately contact the Airfield Operations Duty Officer at ext 466-2233. The Airfield Operations Department will initiate corrective action, and determine whether continued flight operations through the afflicted area are safe. Areas deemed unsafe for flight operations will be closed.

b. The Airfield Operations Department will initiate work requests to correct discrepancies noted in general operating areas. Units will submit work requests for deterioration found within their squadron's flight line. All work order requests, regardless of location, will be reported to the Airfield Operations Department.

c. The Airfield Operations Department will participate in planning sessions for large and contracted maintenance projects. A representative will periodically inspect work sites to ensure that

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FOD free environment is being maintained. Maintenance personnel, station and contractor, **WILL** check in with the ODO, daily, and in person, for updates concerning Airfield Operations. The ODO will ensure maintenance personnel are informed of any rules or concerns and that personnel have airfield licenses and radio. Maintenance personnel will ensure that their work sites are FOD free and take measures to correct discrepancies noted by Airfield Operations personnel during periodic inspections. Contractors required to traverse the AOA with trucks filled with debris will ensure that the debris is covered, and that a sweeper provided by the contractor follows the truck. The Airfield Operations Department will inspect all completed work to ensure that the area has been cleaned and is ready for flight operations.

#### 8. Vehicular Access

a. Access Control. Motor vehicle access to the AOA will be controlled by the Airfield Operations Department. Only those vehicles required for safety, maintenance or management purposes will normally be permitted access. Vehicles belonging to Aircraft Rescue Fire Fighting (AARF), Aircraft Recovery, Fuels, and Cherry Nine (Facilities Maintenance airfield lighting inspectors) are deemed necessary for the above stated reasons and are authorized access to the AOA.

b. Traffic Control. No motor vehicle will enter the AOA without a radio. Prior to entering the AOA, the operator will contact MCAS Cherry Point Ground Control via radio to request clearance for entry. The driver will immediately respond to all instructions from the Ground Controller. Ground Control shall limit vehicular travel on taxiways, helipads and runways to the maximum extent practicable to reduce the potential for vehicles as sources of FOD. With the exception of ARFF P-19 trucks, no vehicular traffic shall use taxiways or runways for expediency purposes only.

c. Airfield License. All motor vehicle operators will attend a radio and traffic procedures class given by the Air Traffic Control (ATC) Facility's training office. An airfield license will be issued at the completion of this class. All motor vehicle operators will have this license in their possession when operating motor vehicles on the airfield. Radio and traffic procedures classes can be scheduled by calling the ATC training office at extension 466-3334.

d. FOD Control. Motor vehicle drivers will check vehicle tires and remove any stones and other debris that may be stuck in the treads prior to entering an AOA. Drivers will also secure any loose items in pickup truck beds. Vehicles caked with dried mud will be washed prior to entering any AOA. Drivers who depart an AOA at any time or location within the airfield and return will check their tires again prior to proceeding onto the AOA.

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e. Traffic Pattern. Motor vehicles will utilize the inactive portion when traveling on a runway. When traveling on a taxiway motor vehicles will keep to one side. Specific travel routes will be designated by the Airfield Operations Department for travel to and from construction sites. ATC Tower personnel will be alert for temporary FOD producing/hazard areas and will review and change, if necessary, aircraft taxi routing which could endanger aircraft or contribute to spreading FOD.

9. FOD Walk

a. MCAS Cherry Point and 2d MAW will conduct an "all-hands" FOD walk on a periodic basis. The FOD walk will be scheduled by the Airfield Operations Department in coordination with 2d MAW. The Airfield Operations FOD Coordinator will assign areas of responsibility to each unit.

b. Unit commanders will assign a FOD Prevention Officer who will ensure that their unit walks its assigned area, collects all debris found, and forwards an after action report through the chain of command stating the type of debris found, location, and date. The FOD Prevention Officer will ensure unit's personnel are appropriately dressed (to excluded PT Gear), and that FOD bags are available to collect any debris.

c. Units requiring ground transportation to their assigned area of responsibility will make their own arrangements. The Airfield FOD Coordinator will coordinate the movements of any transportation arranged within the AOA during the FOD walk.

d. MCAS Cherry Point units will forward debris recovered during the FOD walk and a written report to the Airfield Operations department's FOD coordinator. FOD coordinators from the airfield operations department and MALS-14 will combine their information and provide a written report of debris found to the Airfield Operations Officer within 48 hours of each FOD walk.

e. Station wide FOD Walks will normally be scheduled on a Monday from 0730 to 0930. In the event of inclement weather or a Monday holiday routine, the FOD walk will be rescheduled on Wednesday of the same week from 0730 to 0930.

10. Pavement sweeping. Enclosure (2) describes the process by which sweepers will operate aboard MCAS Cherry Point.

a. Sweeper operators will be assigned by the Facilities Maintenance Department, Maintenance and Repair Division, General Services Branch. The Airfield Operations Duty Officer (ODO) will make daily assignments of areas to be swept outside of the normal schedule.

b. Equipment availability will be maintained by the Motor Transport Department. Depending on availability, two of the three

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sweepers in the air station inventory will be ready and dedicated for airfield use every working day from 0600 to 1600.

c. The general foreman, General Services Branch, Maintenance and Repair Division, Facilities Maintenance Department, in conjunction with the Airfield Operations Officer, shall hold or ensure that periodic training is held for sweeper operators on movement patterns on the airfield.

11. MCAS FOD Coordinator Responsibilities. The MCAS FOD Coordinator will:

a. Publish a six month schedule of projected station FOD Walks during December and July.

b. Coordinate with unit FOD Coordinators to ensure each unit is aware of and covers its assigned area of responsibility during the station wide FOD walk.

c. Coordinate with Flight Clearance to ensure that a NOTAM closing the airfield for the duration of the FOD walk is issued.

d. Release a naval message to units regularly using MCAS Cherry Point, alerting them to the airfield closure.

e. Be present on the airfield during the FOD walk to manage and coordinate activities as necessary.

f. Coordinate temporary issue of hand-held radios to all unit FOD Coordinators and other key personnel with a radio license.

g. Maintain contact the control tower throughout the FOD walk.

h. Upon completion by all units, patrol the airfield to ensure that all FOD bags and all personnel have been cleared of runways, taxiways, ramps and helipads. When the FOD Coordinator has determined that the airfield is clear, he will advise the control tower and the ODO that the airfield is reopened.

i. Ensure that an after action report is provided to the Station Airfield Operations Officer within 48 hours.

j. Conduct a meeting of unit FOD Coordinators once a month to formulate long range plans, review action items for FOD prevention, review FOD committee initiatives and discuss any emergent FOD issues.

12. Unit FOD Coordinators. Unit FOD Coordinators will:

a. Ensure that their personnel conduct a FOD walk of their assigned area during station wide FOD walks.

b. Inform the Station FOD Coordinator when their unit will be deployed during a FOD walk.

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13. Disposition of FOD. All debris discovered in an AOA will be forwarded to the Airfield Operations Department. Debris that can be positively identified as having fallen from an aircraft will be forwarded to MALS-14 to determine the aircraft/unit from which the FOD came.

14. Record keeping. The Airfield Operations Department will maintain a record of debris found to detect trends and to determine if procedural modifications are necessary. At a minimum, these records will include the date, location and description of debris found.

15. Concurrence. The Commanding General, 2d Marine Aircraft Wing and the Commanding Officer, Naval Aviation Depot concur with the contents of this Order insofar as it pertains to members of their commands.

*W. C. Darnier*  
W. C. DARNER  
Chief of Staff

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GENERAL FOD REGULATIONS ABOARD MCAS CHERRY POINT

1. The following regulations are mandated for personnel working in Aircraft Operating Areas.

a. All pockets will be free of loose objects (pins, pens, glasses, coins, loose paper, etc.) which may become FOD. Personnel with long hair will not wear hair restraining devices (clips, pins) that can easily come loose. Rubberbands are authorized provided that they are not susceptible to coming loose.

b. All apparel will be free of devices which are not sewn on or affixed with Velcro. This includes, but is not limited to, patches, badges, tie-tacks, clip-on ties and pins.

c. Hats will not be worn in the AOA.

d. Food and drink items (soda cans, cups or food wrappings) will not be consumed in the AOA.

e. All units will conduct daily FOD walks on their flight lines.

f. Unit maintenance personnel utilizing the High Power Area (runway 28) will ensure that they conduct a FOD walk of the area used prior to securing.

g. Every person in an AOA is responsible for picking up any FOD noticed, regardless of its origin. Flight safety is everybody's responsibility.

h. Keep parts carts and conveyors free of debris. Use only approved types of containers.

i. Return fixtures and tools to proper storage areas upon job completion.

j. Police outside areas adjacent AOA's daily, paying particular attention to debris that can blow onto the AOA.

k. Report all observed potential FOD conditions to immediate supervisors for further action when such conditions cannot be corrected on the spot.

ENCLOSURE (1)

**23 AUG 1999**AIRFIELD PAVEMENT SWEEPING SCHEDULE

1. Sweeper Availability. Normally, two sweeper trucks will be made available to Airfield Operations Monday through Friday from 0600 to 1500.

2. Procedures

a. The airfield pavement mechanical sweepers will be used only for airfield sweeping except in emergencies.

b. Sweeper operators will report to the ODO each day who will log the sweeper operators in and out (time/date) each time they report.

c. The ODO will notify the sweeper operators of any areas of concern outside of the normal sweeping schedule.

d. Sweepers may operate on squadron parking ramps without clearance from ground control.

e. Sweepers operating on runways, taxiways and Harrier Pads will maintain two-way radio communications with the control tower.

f. Extreme caution shall be exercised by sweeper operators at all times to avoid conflict with aircraft.

g. Prior to securing for the day, the operator will report to the ODO to ensure that there are no emergencies and to be logged out (time/date).

3. Emergency Requests

a. Requests for emergency use of a sweeper which are received while the sweeper is on the airfield shall be forwarded to the ODO. The ODO will direct the control tower to locate the sweeper and have operator report to the ODO. The ODO will then thoroughly brief the operator on the emergency requirements. If the request is not warranted, the ODO will refer the request to the Ground Forman, General Services Branch (466-3416/3052).

b. Requests for emergency use of a sweeper after normal working hours will be forwarded to the Emergency Services Desk, Facilities Maintenance Department (466-2450) via the ODO (466-2233/2671). The Emergency Services Desk will contact the Facilities Maintenance Officer or his designee for authority to recall a sweeper operator on an overtime pay basis.

c. Requests for sweeper work that are not of an emergency nature (squadron pad eyes), received by the ODO, will be referred to the MWSG-27 G-4 Motor Transport Officer. Wing sweeping assets will normally be used by wing units to sweep flight lines.

ENCLOSURE (2)

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4. Daily Sweeping Schedule. In order to ensure that all airfield areas are swept for FOD regularly, the following schedule is published.

| <u>AREA</u>   | <u>DAY (TIME)</u>            |
|---|------------------------------|
| Center Mat and first 2000 feet of the duty departure runway                     | Daily (0600)                 |
| First 2000 feet of all remaining runways  | Daily as directed by the ODO |
| Inbound and Outbound Taxiways, Taxiway B and G (MWSG-27 Sweeper responsibility) | Daily                        |
| Harrier Pads (N, NE, S, SE,) Taxiways C, D, E, Warm-up Areas 1, 2, 3,           | Twice Daily                  |
| Warm-up Area 4  | Weekly                       |
| Refueling Islands 1-4 Taxiways H, I, J  | Monday                       |
| Refueling Islands 6-9   | Tuesday                      |
| Refueling Island 5, 10-15   | Wednesday                    |
| High Power Area   | Thursday                     |
| Taxiway F<br>CALA   | Friday                       |

ENCLOSURE (2)